

U000-150-114, P101, R201, C501
Givens Lane Widening/Progress Street Extension – Town of Blacksburg, Va.
Mandatory Pre-Proposal Meeting
September 1, 2006
9:00 a.m. – Salem District Office

The meeting began with introductions of meeting attendees and VDOT personnel. The district project manager for this project is Mike Russell, the Salem District Location and Design Engineer. The point of contact, as delineated in the RFP is Tracy Sell. Robbie Williams, Area Construction Engineer, will be taking over the administration of the project post award. Representatives from key disciplines were asked to attend the meeting to answer any discipline specific questions. Index cards were made available for Offerors to record questions, which were answered after a short break at the end of the meeting.

The Givens Lane Widening/Progress Street Extension project is among the first design-build projects that the Salem District has undertaken. Design effort has been underway for approximately one year along with development of the RFP. A Request for Qualifications was released in March for Offerors interested in designing and constructing the project. Three Offerors were shortlisted in May and have consequently been invited to submit proposals in response to the RFP. This meeting will focus on the key points of the RFP.

The Givens Lane Widening/Progress Street Extension Project has been on the comprehensive plan for the Town of Blacksburg for a number of years. It entails the widening of Givens Lane and extension of Progress Street, including the development of a pedestrian trail crossing. There are three roundabouts proposed in association with the project (one at the proposed subdivision, one at Northside and one at Progress Street). Both right of way acquisition and utility adjustments are part of the project. This project connects with work at Toms Creek interchange.

A series of photographs was presented, giving a detailed overview of the length of the project. The photos began in the Ashford Court area. There was mention of a connection with 460 tie-in: hill will get lowered slightly, looking east, same location, entrance to Church- rock outcrop, looking east- starting down the hill, other side of hill, looking west, low point of project- stream crossing- existing SWM easement on parcel, looking west again up the hill, splitter islands are proposed for traffic calming, residential development gets tight from here out, looking east, looking west again, progression of pics, west to east-Progress Street extension to the right, roundabout where we are sitting- further east, looking west again, looking across from where Progress Street will extend, Shots of field looking east again-looking back-trailer court to the right- looking west, widening to the right of the roadway. Stepping up the road- Northside, Roundabout- continuing further east, slight bit of vertical issue-dips, valleys and short peaks to be taken down, some subsurface issue -retaining wall involved at location of apartment complex, Whipple Drive – last roundabout heading west, proposed development, Whipple to the right, will talk about parcel, evidence of pavement rutting, several shots of

that area, Whipple looking North-back on Givens, just east of Whipple looking east, horizontal change to connect with North Main.

A few shots of the renderings presented at the public hearing were next shown. This is generally what we are looking for, Progress Street – to the left- structure near North Main and house- intersection shift-left-trail crossing beyond barricades-horizontal adjustment-enter roundabouts-protect houses. Another view of Progress Street was shown with the trail crossing.

The estimated contract value for Phase I is \$6.9 M. Progress Street Extension and Givens Lane from approx. Station 143 to 189 (Progress Street east) are included in Phase I. Price and technical proposal for Phase I are the basis for scoring. We are asking for a schedule and price for Phase 2. Intent is option to award, depending on prices and right of way fees.

Questions should be submitted in writing to the POC by September 15. Responses will be available on October 3. In terms of the project schedule, proposals are due on November 7, 2006. Evaluations will transpire in December. Notice of Intent January 10, CTB approval will be obtained in January. Final completion will transpire in December of 2009. However, if your schedule shows an earlier completion date, your date will become the contractual completion date.

The Letter of Submittal, described in Section 4.1 delineates what we need in terms of submittal. Project concept and management plan – describe the project layout, please note any adjustments that are anticipated- concept for trail crossing – a box culvert will not be allowed for this component of project development, beyond that we are open. The Neighborhood and Town are sensitive to the trail crossing, no tunnel effect. Geotechnical investigation is required, geotechnical information is provided in the RFP for informational purposes. Utility impacts should be noted. We want a plan for completion of design, QC structure of design, how QC will be handled and organized, interfacing with VDOT. In terms of the Schedule – the Work Breakdown Structure should be noted-how will maintenance of traffic be handled-closures-risks to schedule-mitigating factors. Given the location, sections of the roadway can be closed; however, this must be relayed to VDOT. Two Project schedules, Phase I and Phase II.

RFP will be scored on basis of price and technical proposal. Price will account for 70% of the score, technical proposal – 30%, low bid will receive 70 points, all other parties will receive points based on the ratio of the low score to their score-technical score is completely independent of this, Slide 7 details the breakdown of the technical score. With regard to the price proposal, we are looking for a lump sum, must include bonding certification, proposal guaranty must be provided in accordance with the provisions of the RFP-3 trainees are required on the project

The project description is as detailed in Part 2 of the RFP. The scope entails design, construction, right of way acquisition, utility relocations, quality assurance and quality control and structures. Section 3.1 details reference documents, VDOT docs, standards

and specifications, document order of precedence: special provisions, special provisions to the standard specifications, VDOT manuals, other manuals. The order of precedence for the contract documents as a whole is further described in Part 3, Article 2.

Trail crossing – Section 3.2, minimum opening 10*24, you can make wider, no box, separation between trail and edge of the structure should be a minimum of five feet, trail may be adjusted in order to accommodate the structure, however the channel may not be relocated to accommodate the structure. If the trail is adjusted, the AASHTO manual for pedestrian and bicycle facilities shall be followed.

A Categorical Exclusion (CE) was obtained on February 27, 2006. The provisions set forth therein must be adhered to. VDOT will coordinate the acquisition of permits as detailed in Part 4. However, if there is a deviation from the footprint set forth in the contract documents, any accompanying time extensions will be on the Offeror.

Hazardous materials have been identified as detailed in Part 2. Contaminated soil has been identified at the parcel known as Barnett's Television Station (western portion of project). Once building is torn down, additional contamination may be found, that is the responsibility of the Offeror. Provisions have also been set forth for dealing with asbestos in the event that it is identified in structures that are part of the right of way acquisition process. A VDOT environmental monitor will complete processes in accordance with standard procedures. ~~He/she may suspend work~~ (Updated 9/14/06 per discussion with District Environmental Division)

Landscaping is proposed at the interior of the roundabouts. Section 3.3.7 identifies the VOSH requirements. Additional survey may be required exterior to that which has been completed to date, a couple of drainage outfalls will entail additional survey, the Offeror shall follow the guidelines delineated. A preliminary geotechnical investigation has been performed; intention to not have to redrill to get price information, however, further geotechnical work will be required for the project.

A complete pavement design shall be developed by the Offeror. It is not anticipated that an H&HA will be required for the trail crossing. Traffic control will include all signs and pavement markings. It is not anticipated that signals will be required. In terms of lighting, full lighting will be required at the roundabout intersections; conduit and bases will be required throughout the remainder of the project.

The Offeror will be responsible for right of way and utilities. He/she will act as an agent on behalf of the Department. The district will review appraisals. The cost due to the utility owner is not included in the price proposal, the Offeror's effort to come up with the appraisal is. The Offeror is advised that he/she shall follow the right of way manual explicitly.

All utilities, including those that are privately owned, shall be moved and coordinated by the Offeror. The cost of the utility easements is not to be included in the price proposal. A QA/QC plan is to be submitted at the meeting to be held after the Date of

Commencement. QA/QC testing shall be performed on all items exterior to the eight delineated in Part 2 of the RFP. A MOT plan shall be detailed and submitted to the Department. This plan will include information pertaining to sections of the roadway to be shutdown and when the shutdowns will transpire.

Two citizen information meetings and a public hearing have been conducted. It is not anticipated that another formal meeting will be required at this point in time. A 24/7 phone line will be in place for citizens to obtain information related to the project. The citizen group is active in this area. The field office requirements are detailed in Section 3.14 of Part 2, can be co-located with Offerors office. A town resolution was passed in June; the Offeror is required to conform to the stipulations set forth therein.

The liquidated damages that will be assessed for extension of work beyond the completion date are \$1100 per day. There will not be an early completion bonus for the project. If the Offeror seeks adjustments for asphalt, steel and fuel, he/she shall complete and submit the required information in association with the attached special provisions. Quantities shall be summarized in the design-builder's price proposal. Actual quantities will be monitored and documented and submitted to the Department on a monthly basis in association with the requisite monthly report.

The application for payment shall be submitted on the 10th of each month. Five percent of each application for payment will be retained until 50% of the work is completed. Records shall be kept and maintained for a period of three years after final payment. Article 8 of Part 3 details provisions pertaining to termination, requirements associated with an inventory of items to be delivered to the Department, discussion of settlement proposal, claims, compensation in the event that termination transpires. Article 11, Section 11.1 details provisions pertaining to the CPM schedule. The CPM schedule is the basis for monitoring and shall be submitted within 90 days of the Date of Commencement. The schedule shall be resource loaded and broken down into work packages in accordance with the work breakdown structure. Formatting of the schedule is detailed in Section 11.1.4.

Part Four details provisions pertaining to the meetings regarding administration of the work. A meeting shall be held seven days after the agreement date and within seven days of the Date of Commencement between the Department and successful Offeror. Additional items detailed in Part 4 include the baseline schedule submittal, informing the Department of changes in key personnel. Deviations from the right of way limits are subject to VDOT approval. The QA/QC plan shall be submitted at the meeting held after the Date of Commencement. Design services and plan submittals are detailed in Section 2.4.1. Governmental approvals exterior to those provided in Exhibit 3.5.1 are the responsibility of the Design-builder. Construction services and safety requirements are also detailed in Article 2. Article 3 details Department responsibilities, timely reviews – 21 day durations. Section 2.2.1 details provisions pertaining to the scope validation period. This is the 90 day period following the Date of Commencement during which the Offeror shall examine all Contract Documents, id any errors, omissions, inconsistencies, and constructability issues affecting the contract price and/or time. The design-builder

shall notify the Department in writing after which the Department will meet, confer and discuss resolution of such issues. After this duration concludes, the design-builder accepts risks, costs and responsibility for scope issues that arise.

Construction activities shall not commence until governmental approvals are obtained, and work must conform to the provisions set forth in the governmental approvals. Changes in work, authorized via change orders, shall be performed under the applicable conditions of the Contract Documents, minor changes in work that do not entail adjustment to contract price and or time must be provided in writing to the Department.

Part 5 details additional contract requirements. Award shall transpire no later than sixty days after the opening of the price proposal. The proposal will not be accepted unless accompanied by a proposal guaranty in the form of a proposal bond. Value Engineering Proposals (VEPs) proposed by the Offeror for modifications to plans, specs or requirements set forth in the RFP, if accepted by the Department will be split between the design-builder and the Department. Section 105 details items pertaining to suspension of work, submittal requirements, conformity with plans and specifications, and removal of unauthorized/unacceptable work. Section 108 details provisions pertaining to performance of work (design-builder shall perform 30% of work with his/her own organization) character of work and baseline schedule submittals. Section 110 details provisions pertaining to wage rates, EEO policies and health standards.

There are a few items we would like to note with regard to the comments set forth at the public hearing. It was thought that a wet pond was required in association with the deed for one of the properties located along Givens Lane. However, upon further review it was determined that a wet pond was not required and most likely not permissible by the US Army Corps of Engineers. The owner of the property wherein the wet pond was to be located is interested in speaking with the prospective Offeror pertaining to material availability. There is an elderly woman that is in poor health located in one of the properties at the other end of the project, at the intersection of Givens and Whipple. The property is presently presented as a take, however, it is likely that the house will be moved further back on the property to avoid the resident having to be moved. VDOT and the Town of Blacksburg are sensitive to the needs of this citizen. The other thought was to implement retaining walls in close proximity to the house. However, the owner would be looking out the window into the retaining wall. The cost of moving the house back on the property will be at the owner's expense. Moving the house back is within policy. The cost of taking the house versus implementation of walls is a wash. This situation should be treated with sensitivity.

The environmental effort that has been performed to date is based on the present right of way limits. Time extensions resulting from deviations will be on the Offeror. All manuals should be followed, submittals will be in pieces. There was mention of a memorandum pertaining to right of way acquisition, if substantial right of way revisions are required from that presently shown on the plans, or additional relocations necessary, FHWA approval will be required.

There is a proposed project along North Main Street that is in the comprehensive plan for the Town of Blacksburg. There are presently no construction dollars on the project. Funding has been shifted to other projects to accommodate lack of funding.

At the end of the meeting a series of three questions were recorded and presented to the Department.

In Section 2D, the QAM is to be an independent firm with no involvement in construction operations. Does this mean independent of contractor and sub-contractor only?

Can this be a service provided by design firm?

The Quality Assurance manager, as provided in Part 2, Section 2 shall be an individual that is independent from construction operations. This individual may be from the design firm.

Will appraisals be individually reviewed and approved by the Salem District?

Yes, the appraisals will be independently reviewed and approved by the Salem District.

Quality assurance, E&S, are very important. Blacksburg is involved in these issues, proactive with any and all areas of concern. Environmental monitor to complete environmental compliance reports like all other projects. Town ordinances are referenced in the RFP.